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Briefing for COVID-19 Vaccine Providers Serving Maryland's 12+ Year Olds

Maryland Department of Health

June 9, 2021

Agenda

1. Overview: COVID-19 Provider Registration Process and Provider Requirements
2. Vaccine Storage and Handling
    a. Proper Storage and Handling
    b. Temperature Monitoring
    c. Repackaging, Redistribution and Transportation
3. New Process: Direct Ordering Through ImmuNet
4. CRISP: Uploading Patient Panels for Vax Reporting
5. Frequently Asked Questions/Resources
6. Q&A

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Overview: COVID-19 Provider Registration Process and Provider Requirements

Center for Immunization

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ImmuNet COVID-19 Registration/ Ordering

- Registration instructions

COVID-19 Vaccine Registration Guide

- Please register as soon as possible if your practice plans to receive/order vaccines

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Quick Eligibility Screening Questionnaire

The questionnaire gives you an idea of eligibility. It does NOT register you to receive COVID-19 vaccines.

(1) Quick Eligibility Screening Questionnaire

All potential vaccinating organizations for COVID-19 vaccine should start with the COVID-19 Vaccine Eligibility Questionnaire to gauge their eligibility and next steps. Click on the link for '**COVID-19 Vaccine Eligibility Questionnaire'** found on the ImmuNet login page (**http://www.mdimmunet.org/**).

COVID-19 Vaccine Eligibility Questionnaire:

If your Organization would like to order the COVID-19 vaccine when it becomes available, please complete the COVID-19 Eligibility Questionnaire.

The following information is asked in the questionnaire:

- If your organization administers vaccines
- Organization legal name and address
- Organization report-to-ImmuNet status
- Populations served, and
- Organization contact information

After clicking the **'Submit'** button, you will get a message regarding your eligibility and next steps.

Note: If you encounter an error submitting the questionnaire, it is likely your answers have been recorded. Eligible providers can sign directly in to ImmuNet and complete the profile registration (go to the next step of this guide).

Tips for Success

- **Browser**: Chrome is the recommended browser for ImmuNet; clear cache/browsing history; keep only one tab open in Chrome during registration
- **Check Junk/Spam Mail**: If you do not receive email verification after registering, please check Junk/Spam inbox or email ImmuNet help desk
- **Medical License Verification**: For the physician license field, it has to be 8 characters. If you are typing something less than 8 characters for a physician, type a few zeros after the letter in the license number, so that the character length of the license number is 8

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Tips for Success (cont'd)

- **VFC vs Non-VFC:** Ensure you are completing the correct steps based on your VFC status. There are different steps for VFC and non-VFC sites *(steps beginning page 2 for Non-VFC; page 5 for VFC)*

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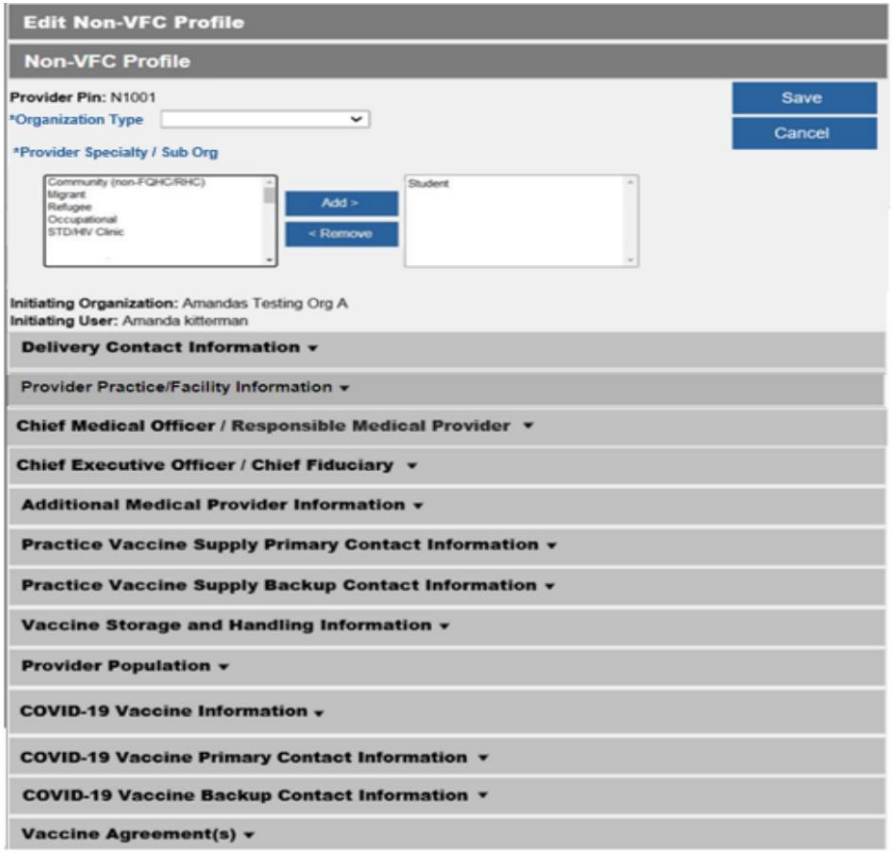
Ensure You Are Not Timed Out

To ensure you do not get timed out in the middle of the process:

Review the entire form first and have the answers handy

OR

1. Expand all tabs
2. Right-click to print the entire form
3. Hand write your answers on paper
4. Then fill out the form



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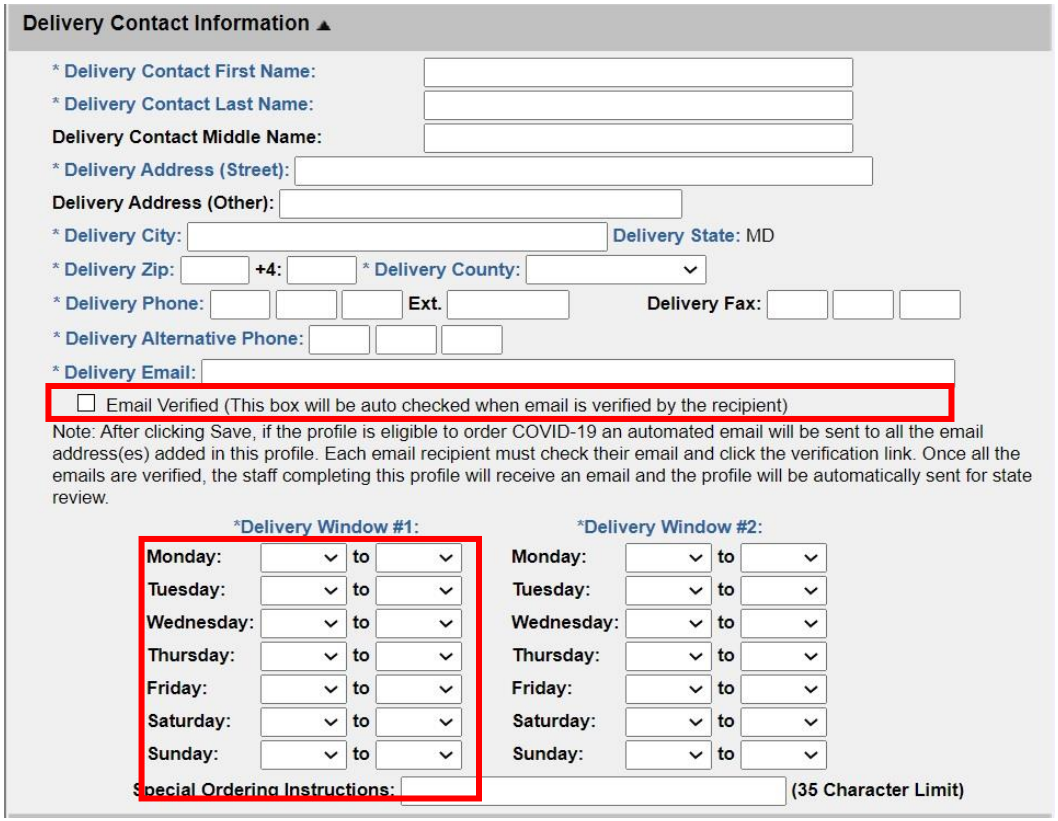
Delivery Contact Information

- Delivery email address must be verified to complete the registration
- Delivery Windows must have a minimum 5-hour time interval for each window beginning at 0900 (for example 0900 – 1400). Delivery Window #2 can be left blank.



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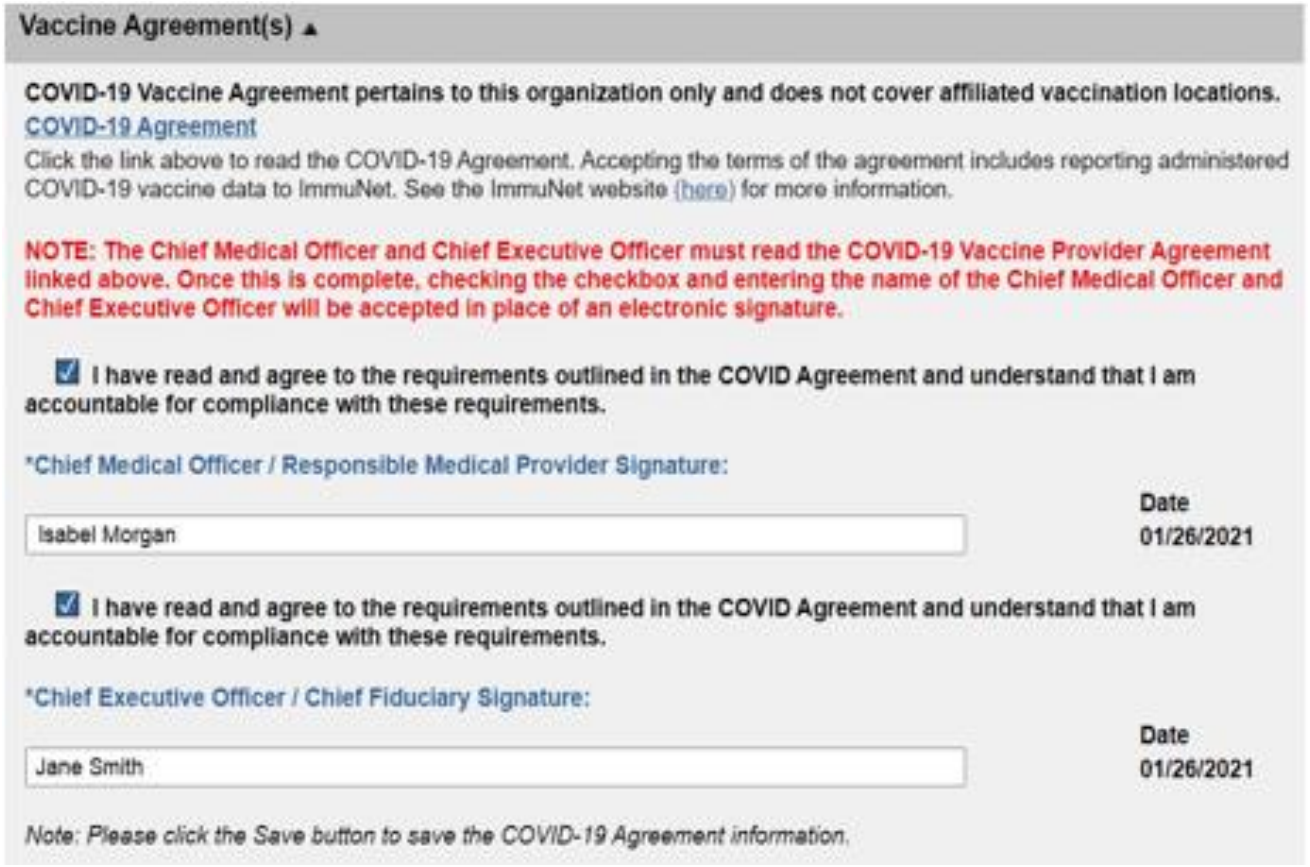
COVID-19 Registration Completion Check



Vaccine Agreement(s) ▲

COVID-19 Vaccine Agreement pertains to this organization only and does not cover affiliated vaccination locations.

COVID-19 Agreement

Click the link above to read the COVID-19 Agreement. Accepting the terms of the agreement includes reporting administered COVID-19 vaccine data to ImmuNet. See the ImmuNet website (here) for more information.

NOTE: The Chief Medical Officer and Chief Executive Officer must read the COVID-19 Vaccine Provider Agreement linked above. Once this is complete, checking the checkbox and entering the name of the Chief Medical Officer and Chief Executive Officer will be accepted in place of an electronic signature.

☑ **I have read and agree to the requirements outlined in the COVID Agreement and understand that I am accountable for compliance with these requirements.**

*Chief Medical Officer / Responsible Medical Provider Signature:

Isabel Morgan

Date
01/26/2021

☑ **I have read and agree to the requirements outlined in the COVID Agreement and understand that I am accountable for compliance with these requirements.**

*Chief Executive Officer / Chief Fiduciary Signature:

Jane Smith

Date
01/26/2021

Note: Please click the Save button to save the COVID-19 Agreement information.

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ImmuNet Help Desk

- The phone lines are very busy

- The best way to reach us is through e-mail

  Email: mdh.mdimmunet@maryland.gov

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Vaccine Storage and Handling

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Only Use Acceptable Vaccine Storage Units

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CDC recommends the use of stand-alone refrigerator and stand-alone freezer units of pharmaceutical/medical grade

Studies by National Institute of Standards and Technology (NIST) show that household, single-condenser combination refrigerator/freezer units are less capable of simultaneously maintaining proper storage temperatures in the refrigerator and freezer compartments.

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Vaccine Storage Unit Requirements

COVID-19 vaccine providers must have appropriate equipment (Refrigerator and/or Freezer Unit) that can store vaccine and maintain proper temperatures.

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Vaccine Storage Unit Requirements

The refrigerator and freezer MUST:

- have separate doors
- be large enough to hold the largest vaccine inventory for the population you have indicated in your COVID provider agreement
- be dedicated to biologics (no food or beverages!)

Dorm style refrigerators **CANNOT** be used (even for temporary vaccine storage)

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Storage Unit Requirement

- All providers who register to receive COVID-19 vaccines must have a suitable refrigerator and freezer to store vaccines.

- ALL COVID-19 providers MUST be prepared to store and handle any vaccine product even if you desire to only receive vaccine stored at refrigerated temperatures.

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Storage Unit Requirement:

- **Refrigerator** (Stand Alone and/or Pharmaceutical grade).
- **Freezer** (Stand Alone and/or Pharmaceutical grade).
- **Combination household unit** (refrigerator and freezer in one unit with one compressor) using refrigerator or freezer compartment only for vaccines.

Your COVID-19 vaccine storage units **MUST** be large enough to hold enough vaccine for the population identified in your COVID-19 registration.

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Appropriate Storage Units

Stand Alone Refrigerator

Stand Alone Freezer

Pharmaceutical Grade Refrigerator

Under-counter refrigerator

Under-counter Freezer

Combination Refrigerator/ Freezer in good working order

Unacceptable Storage Units

Unacceptable storage unit(s)

Dorm style with internal freezer section

Refrigerators that are smaller than 1 cubic foot.

- Dorm style refrigerator – Freezer located inside of the refrigerator.
- Mini refrigerator – Any unit less than 1 cu ft.
- Small under the counter refrigerator with a freezer/refrigerator combination.

You will be required to document the make and model # of your vaccine storage unit(s) when completing registration.

Properly Store COVID-19 Vaccines in Storage Units

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Vaccine Management

- Ensure unit(s) is in good working condition before storing vaccine.
- NEVER store vaccines in the drawer or storage bins.
- NEVER store vaccines in unit doors.
- NO food or drinks in storage units.

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Preventive Measures in the Refrigerator

Place water bottles in the refrigerator and freezer where vaccine storage is prohibited:

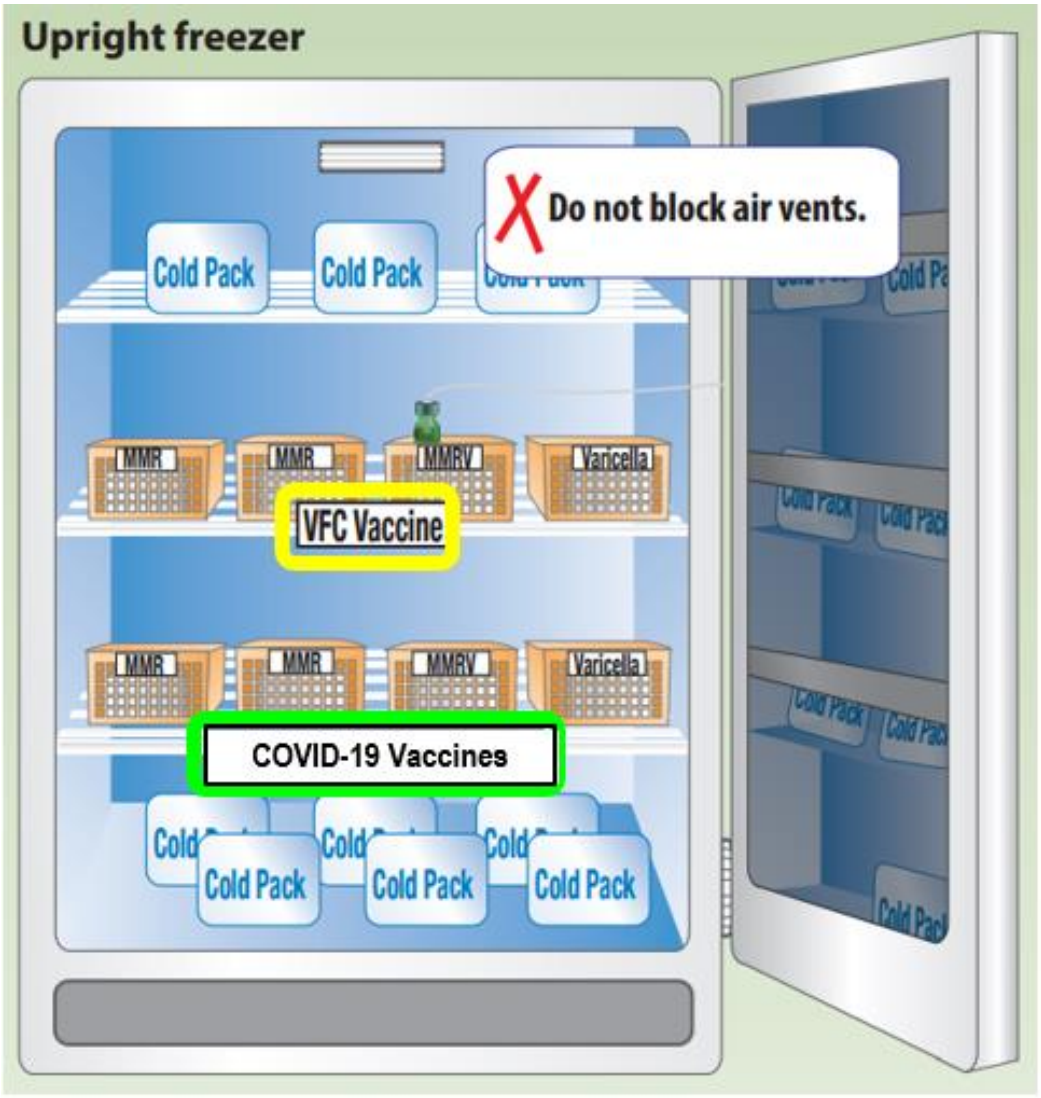
Under cooling vents

Refrigerator door

Floor level

Preventive Measures in the Freezer

Proper Storage of Vaccine



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Ensure Proper Temperature for Vaccine Storage

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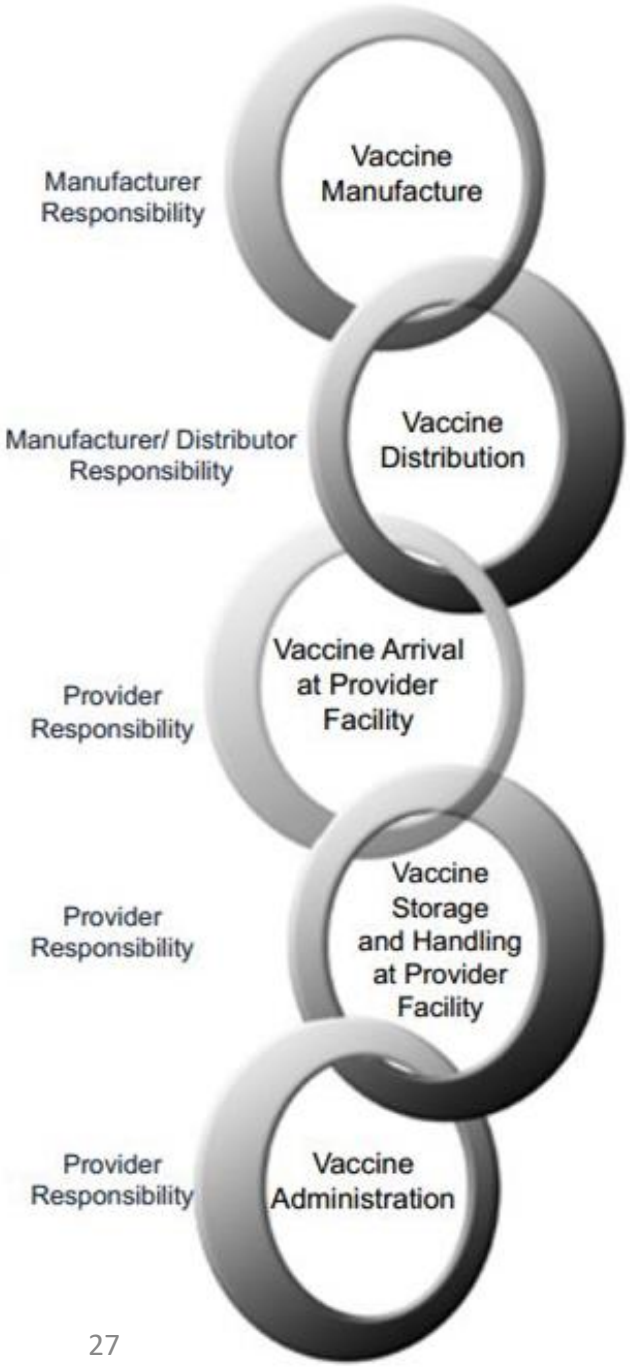

Vaccine Cold Chain

Vaccines must be stored properly from the time they are manufactured until they are administered to your patients.

- Manufacturer to distributor
- Distributor to office
- Office to patient

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Temperature Range by Product

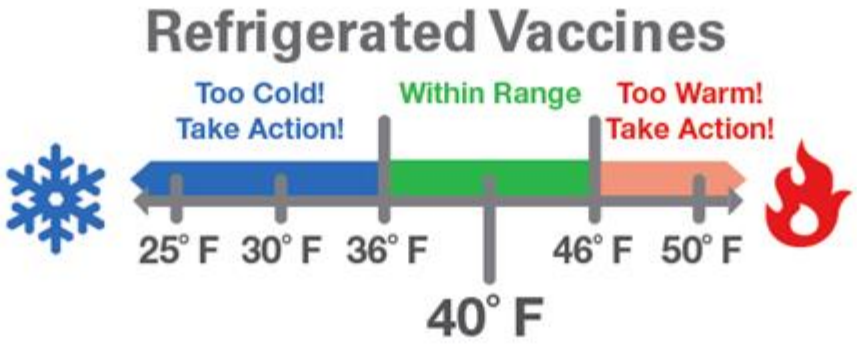
Storage Unit Type	Temperature Ranges	Vaccine Manufactures
Ultra - Low Temp Freezer	Between -80°C and -60°C (-112°F and -76°F)	Pfizer-BioNTech
Standard Freezer	Between -25°C and -15°C (-13°F and 5°F)	Pfizer-BioNTech, Moderna
Refrigerator	Between 2°C and 8°C (36°F and 46°F)	Pfizer-BioNTech, Moderna and Janssen

Recommended Temperatures

Refrigerated Vaccines

2 Store vaccines at ideal temperature: 40° F

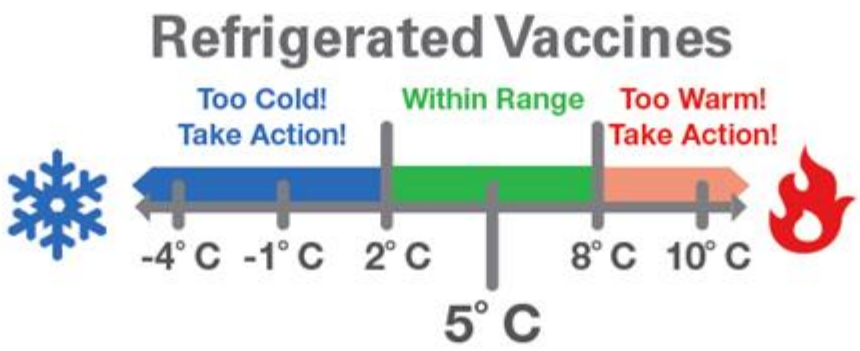
Never freeze refrigerated vaccines!



Report out-of-range temperatures immediately!

2 Store vaccines at ideal temperature: 5° C

Never freeze refrigerated vaccines!

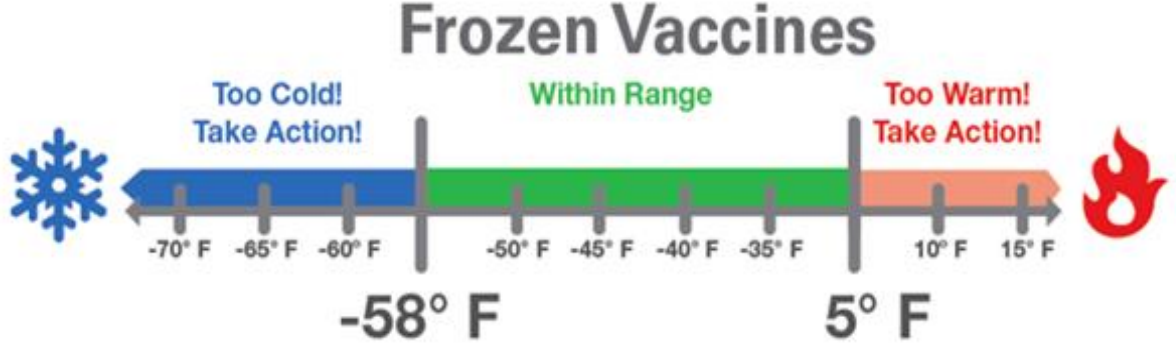


Report out-of-range temperatures immediately!

Recommended Temperatures

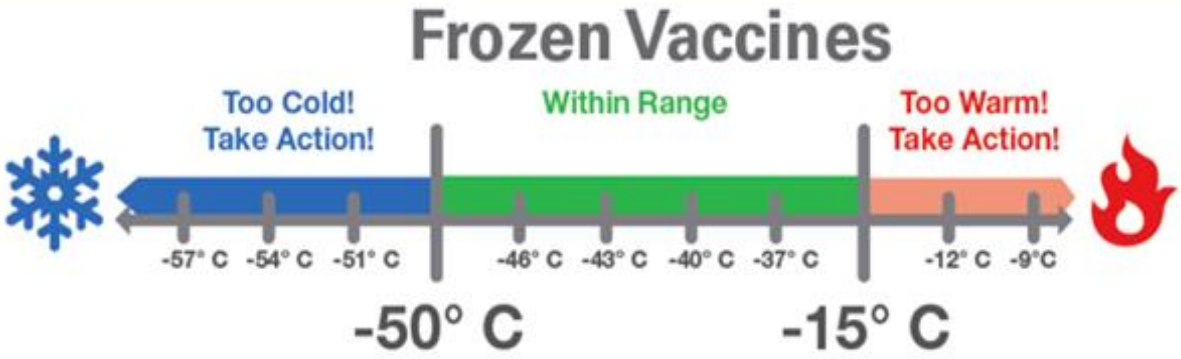
Freezer Vaccines

2 Thermostat should be at the factory-set or midpoint temperature setting



Report out-of-range temperatures immediately!

2 Thermostat should be at the factory-set or midpoint temperature setting



Report out-of-range temperatures immediately!

Use an Appropriate Temperature Monitoring Device

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Temperature Monitoring Devices

Every vaccine storage unit must have a continuous temperature monitoring device (TMD). Documenting an accurate temperature history that reflects actual vaccine temperatures is critical for protecting your vaccines.

- Investing in a reliable device is less expensive than replacing vaccines wasted due to the loss of potency that comes from storage at out-of-range temperatures.

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Digital Data Logger (DDL's)

CDC recommends a specific type of TMD called a "digital data logger" (DDL).

A DDL provides the most accurate storage unit temperature information, including details on how long a unit has been operating outside the recommended temperature range (referred to as a "temperature excursion").

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Digital Data Logger (DDL's)

- Unlike a simple minimum/maximum thermometer, which only shows the coldest and warmest temperatures reached in a unit, a DDL provides detailed information on all temperatures recorded at preset intervals.
- Many DDLs use a buffered temperature probe, which is the most accurate way to measure actual vaccine temperatures.

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Digital Data Logger (DDL's)

- Temperatures measured by a buffered probe match vaccine temperatures more closely than those measured by air temperature.
- Temperature data from a DDL can either be downloaded to a computer using special software or retrieved from a website.

Temperature Monitoring

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IMPORTANT!!!

- Temperatures are required to be **reviewed** and documented for each vaccine storage unit twice a day (morning and afternoon 30-60 minutes before the office closes).
- Providers who are using a digital data logger are required to document min/max temperatures daily.

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Daily Temperature Monitoring

1. Record current morning temperature
2. Record min/max
   - Your min /max data should reflect all temperature intervals for the last 24 hours.
3. Press reset/review on the data logger (to reset the min/max)
4. Record current afternoon/evening temperature

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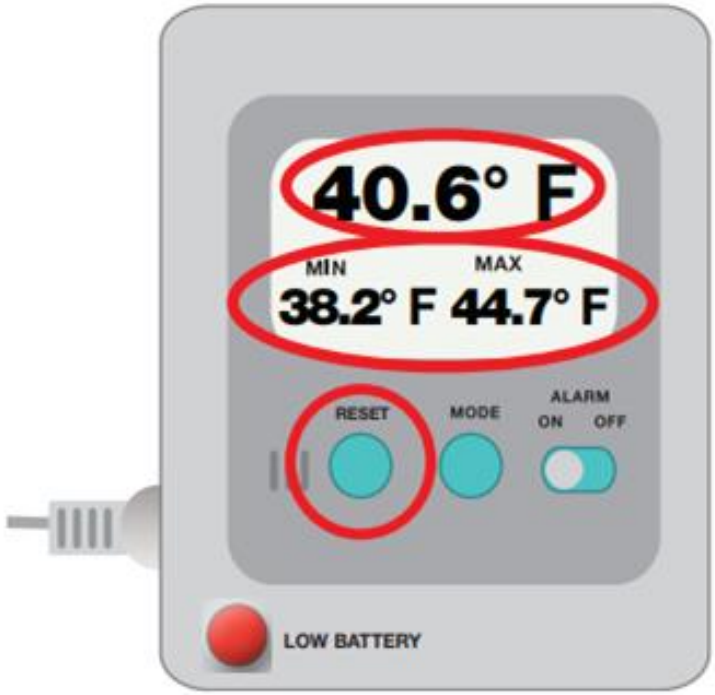
Recording Min/Max Temperatures

2 Record daily temperatures



3 steps, daily: Check and record min/max temperatures at the start of the workday.

1. **Min/Max:** The coldest and warmest temperatures in the refrigerator since you last reset the thermometer
   Must be reset/recorded every 24 hours.
2. **Reset:** The button you push after you have recorded the min/max temperatures
3. **Current temperature:** Check current temperature each time you access vaccines in the refrigerator

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COVID-19 Vaccine

Temperature Log for Refrigerator Vaccine Storage (Fahrenheit) Days 1–15

Store COVID-19 vaccines between 36°F and 46°F. Using a digital data logger (DDL), check and record the temperature daily using one of the options below. Save this record for 3 years, unless your state/local jurisdiction requires a longer time period. See **CDC's *Vaccine Storage and Handling Toolkit*, COVID-19 Addendum,** for additional information.

Option 1: Minimum/Maximum (Min/Max) Temperatures (preferred)

1. Most DDLs display minimum and maximum temperatures. Check and record the min/max temperatures at the start of each workday.
2. Document these temperatures in the min/max temperature row under the appropriate date.

Option 2: Current Temperature

1. If the DDL does not display min/max temperatures, check and record the current temperature at the start and end of the workday.
2. Document these temperatures by writing an "X" in the row that corresponds to the refrigerator temperature under the appropriate day of the month.
3. Review the continuous DDL temperature data daily.

If the temperature is out of range, TAKE ACTION!

1. Do **NOT** discard the vaccine.
2. Label the vaccine **"Do Not Use."**
3. Complete the Vaccine Troubleshooting Record.
4. Contact the manufacturer to determine under what conditions (refrigerated) to store the vaccine as quickly as possible.

Month _____ **PIN Number** _____

Facility Name _____

OPTION 1

Day of the month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Time															
Staff initials															
Min/max temperatures															

Temperatures lower than 36°F and higher than 46°F are out of range. Complete a Vaccine Troubleshooting Record. Contact the manufacturer and your immunization program.

OPTION 2

Time	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Staff initials																														
36°F																														
37°F																														
38°F																														
39°F																														
40°F																														
41°F																														
42°F																														
43°F																														
44°F																														
45°F																														
46°F																														

For additional information, see the vaccine manufacturer's product information.

Adapted with appreciation from the Immunization Action Coalition (IAC) temperature log

Resetting or Clearing Min/Max Data

Pressing clear or reset removes the current min/max data.

You can see that this has happened on the display because all readings are the same.

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STOP!!!!!!

using vaccines if there is a temperature excursion!!!!

- You must stop using vaccines
- You must contact the vaccine manufacturer(s)
- You must receive verification from the vaccine manufacturer(s) that the vaccines are okay to use

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Reporting Temperature Excursions & Vaccine Wastage

COVID-19 Wastage and Temperature Excursion Reporting Form

For **all temperature excursions**, please confirm vaccine viability with vaccines manufacturers FIRST!!!

Please select all conditions that apply to your COVID-19 vaccines *

- ☐ Unable to draw-up/extract expected number of doses (Does not apply to the 15th Moderna dose)
- ☐ Vaccine was out of acceptable temperature range and this information has been verified by the vaccine manufacturer
- ☐ Vaccine was thawed but not used
- ☐ Vaccine was reconstituted but not administered
- ☐ Vaccine has expired

COVID-19 Vaccine Transport: Proper Packing and Monitoring

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TRANSPORTING REFRIGERATED VACCINE

GUIDELINES FOR EMERGENCY VACCINE TRANSPORT AND SHORT-TERM STORAGE

CDC discourages any vaccine transport. Vaccines should only be transported when absolutely necessary. In an emergency situation, this procedure will keep refrigerated vaccines within the required temperature range for up to eight hours—depending on transport conditions. Call the vaccine manufacturer if you have concerns.

ASSEMBLE PACKING SUPPLIES AND DOCUMENTS

1. **Hard-sided cooler**

2. **Conditioned cold packs or conditioned frozen water bottles**
   Leave cold packs at room temperature until they perspire (1-2 hours). Frozen water bottles can be placed in lukewarm water until the ice block inside spins freely (fewer than 5 minutes).

3. **Insulating cushioning material**
   Use 2-inch layers of bubble wrap to prevent vaccines from freezing. Do NOT use packing peanuts or other loose material that might shift during transport.

4. **Data logger**
   Retrieve your backup device's buffered probe from the vaccine refrigerator and its digital display.

PACK VACCINE AND PREPARE FOR TRANSPORT

1 Conditioned cold packs or conditioned frozen water bottles

Place the conditioned items to cover only half of the bottom of the cooler.

2 Bubble wrap & buffered probe

Completely cover the cold packs/frozen water bottles and cooler bottom with a 2-inch layer of bubble wrap.

Place the buffered probe on top of the bubble wrap—directly above a cold pack.

3 Vaccines

Layer vaccine boxes on the bubble wrap and probe. Do NOT let vaccine boxes touch the conditioned items.

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PACK VACCINE AND PREPARE FOR TRANSPORT

4 Bubble wrap

Completely cover vaccines with another 2-inch layer of bubble wrap.

5 Conditioned cold packs or conditioned frozen water bottles

Place conditioned cold packs or frozen water bottles to cover only half of the bubble wrap. Do NOT let any vaccine boxes touch the conditioned items.

6 Bubble wrap, transport log, display

Layer bubble wrap to the top of the cooler. Close the cooler.

Record the temperatures before departure on the transport log.

Carefully attach the digital display and log to the top of the cooler.

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TRANSPORTING FROZEN VACCINE

GUIDELINES FOR EMERGENCY VACCINE TRANSPORT

CDC discourages any vaccine transport. Vaccines should only be transported when absolutely necessary. Call the vaccine manufacturer if you have concerns.

ASSEMBLE PACKING SUPPLIES AND DOCUMENTS

1. **Hard-sided cooler**
2. **Frozen cold packs**
   NEVER USE DRY ICE. Keep enough frozen cold packs in your vaccine freezer to make two layers in the transport cooler.
3. **Data logger**
   Retrieve your backup device's buffered probe and its digital display.
4. **Insulating cushioning material**
   Use 2-inch layers of bubble wrap to prevent vaccines from shifting. Do NOT use packing peanuts or other loose material that might shift during transport.

PACK VACCINES AND PREPARE FOR TRANSPORT

1 Frozen cold packs

Place a layer of cold packs to completely cover the bottom of the cooler. NEVER USE DRY ICE.

2 Vaccines

Layer vaccine boxes directly on top of the frozen cold packs.

3 Buffered probe

Place the buffered probe with the top layer of vaccines.

4 Frozen cold packs

Spread another layer of frozen cold packs to completely cover the vaccines.

5 Bubble wrap

Layer bubble wrap to fill the remaining empty space and close the cooler.

6 Transport log and display

Record the "Time" and "Temperature of vaccine in cooler before departure" on the bottom of transport log.

Attach the digital display and transport log carefully to the outside of the cooler.

Drive the vaccines to your alternate storage location.

YOU CALL THE SHOTS

Temperature Log
when Transporting Vaccine at Refrigerated Temperatures

When transporting refrigerated vaccines, use:

- A portable refrigerator or vaccine storage container qualified to maintain temperatures between 2°C and 8°C (36°F and 46°F).
- A digital data logger (DDL) with a thermal buffer and external temperature display (preferred). Place the probe as close as possible to the vaccine.
- This temperature log to document temperatures and how long the vaccine is in the portable storage container.

Temperature monitoring and transport time frames

- Most DDLs display minimum/maximum (min/max) temperatures.*
- Record the time and min/max temperatures:
  - At the start of transport
  - Every time the portable storage container is opened
  - When transport is completed
- The total time for transport alone or transport plus clinic workday should be a maximum of 8 hours.±
- Beyond-use date/time (BUD), if applicable, are included in transport time. For example, if the vaccine may be stored at refrigerated temperature for 120 hours, transport is included in this time frame.

If the temperature is out of range, TAKE ACTION!

1. Do **NOT** discard the vaccine.
2. Label the vaccine **"Do Not Use."**
3. Complete the Vaccine Troubleshooting Record.
4. Contact the manufacturer to determine under what conditions (refrigerated) to store the vaccine as quickly as possible.

Today's date: _____ **Transport start time:** _____ **Transport end time:** _____

Provider name: _____ **Facility name:** _____ **PIN number:** _____

Temperatures measured in (circle one): **Celsius** **Fahrenheit**

Time															
Staff initials															
Min/max temperatures															

Temperatures lower than 2°C (36°F) and higher than 8°C (46°F) are out of range.± Complete a Vaccine Troubleshooting Record. Contact the manufacturer and your immunization program.

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Pfizer COVID-19 Vaccine:
Vaccine Storage and Handling

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Vaccine Storage

1 Primary Packaging

- 2 mL type 1 glass preservative free multi-dose vial (MDV)
- MDV has 0.45 mL frozen liquid drug product
- 6 doses per vial after dilution

2 Secondary Packaging "Single Tray"

- Single tray can hold between 25 and 195 vials.
- Between 450 and 1170 doses per tray
- New smaller configurations allow for greater flexibility in reaching more communities in diverse conditions.

3 Tertiary Container: Thermal Shipper

Item	Description
1	Dry Ice Pod
2	Payload (Vial Trays)
3	Inner Lid
4	Payload Sleeve
5	Outer Carton

- Minimum 1 tray (450 doses) or up to 5 trays (5850 doses) stacked in a payload area of the shipper
- Payload carton submerged in dry ice pellets
- Thermal shipper keeps ULT (-75±15°C) up to 10 days if stored at 15°C to 25°C temperatures without opening.
- Thermal shippers are reusable and designed to be a temporary storage containers by replenishing dry ice

Unpacking and Re-Use

ULT Shipper – Unpacking and Re-Use General Schematics

Receipt of ULT Thermal Shipper at Point of Vaccination

- Upon receipt, GPS enabled logger should be disabled by pressing the stop button on the device.
- Upon receipt, product shipments should be visually inspected to ensure all ordered quantities were received, and in good standing (no broken vials).
- Issues with the shipment should be immediately communicated to Pfizer Customer Service per agreed upon terms.

If ULT Freezer Available; Transfer Trays to ULT Freezer

- Remove Dry Ice Pod from shipper.
- Take out Vial Tray(s) from Payload Sleeve and transfer to ULT Freezer.
- Transfer of product from the thermal shipper must be done in less than 5 minutes to prevent premature product thawing.

If Thermal Shipper is Used for Temporary Storage; Replenish Dry Ice in Thermal Shipper in 24 hours of Delivery

- Dispense Dry Ice Pellets into shipper per re-icing instructions provided.
- Close the lid and ensure that the box is sealed appropriately.
- Add additional dry ice every five days accordingly.

Vaccine Storage Options

Ultra-Cold Freezer

- Undiluted vaccine may be stored in an ultra-cold freezer between **-80°C and -60°C (-112°F and -76°F)** until the last day of the month printed on the tray and each vial.
- Store vaccine vials upright in the tray or box.
- Protect from light.

Freezer

- Undiluted vaccine may be stored in the freezer between **-25°C and -15°C (-13°F to 5°F) for up to 2 weeks.**
- Monitor how long the vaccine has been in the freezer using CDC's beyond-use date labels
- Use CDC's freezer storage temperature log for COVID-19 vaccine to document storage unit temperatures

Refrigerator

- Undiluted vaccine may be stored in the refrigerator between **2°C and 8°C (36°F and 46°F) for up to 1 month (31 days)**
- Monitor how long the vaccine has been in the refrigerator using CDC's beyond-use date labels
- **Do NOT refreeze thawed vaccine**

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Remove the Vials to Thaw

- Remove 1 vial for every 6 recipients.
- Undiluted, thawed Pfizer COVID-19 Vaccine vials can be stored in the refrigerator at 2°C to 8°C (35°F to 46°F) for up to 1 month (31 days).
- Room temperature hold time is no more than 2 hours.
- Thawing: 3 hrs at 2°C to 8°C (35°F to 46°F) OR 30 mins at room temperature.
- Post-dilution, the vaccine must be used within 6 hrs.

Moderna COVID-19 Vaccine:
Vaccine Storage and Handling

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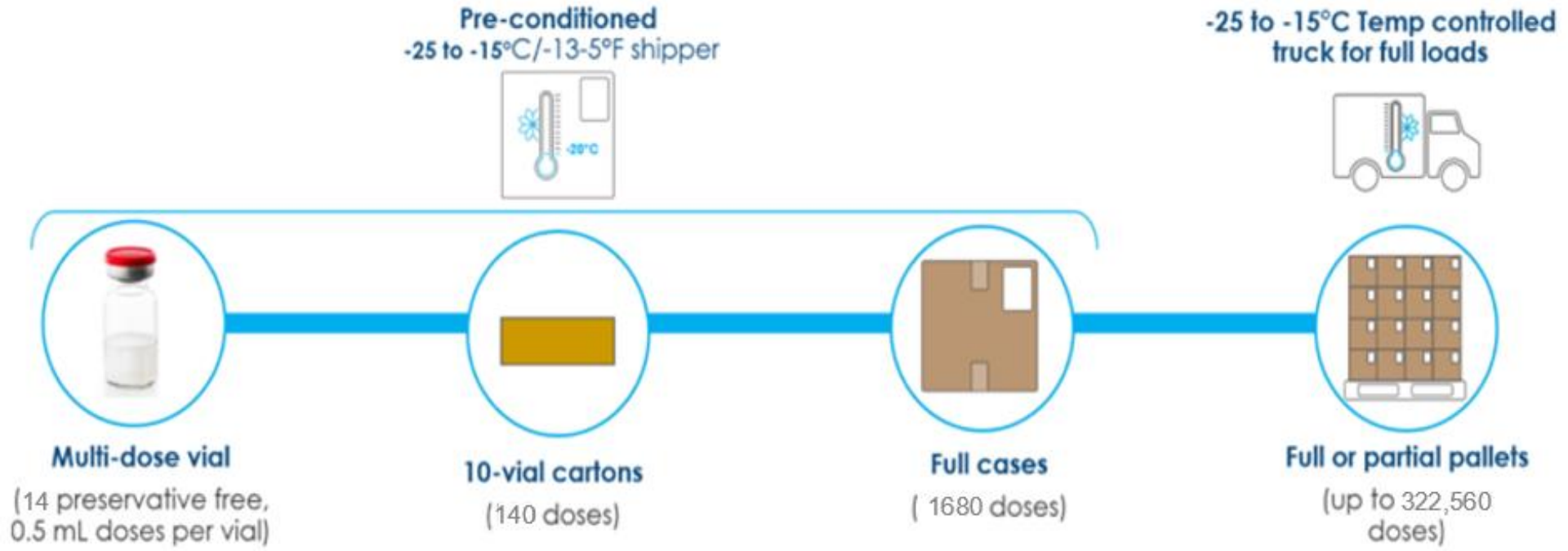
How the vaccine is shipped



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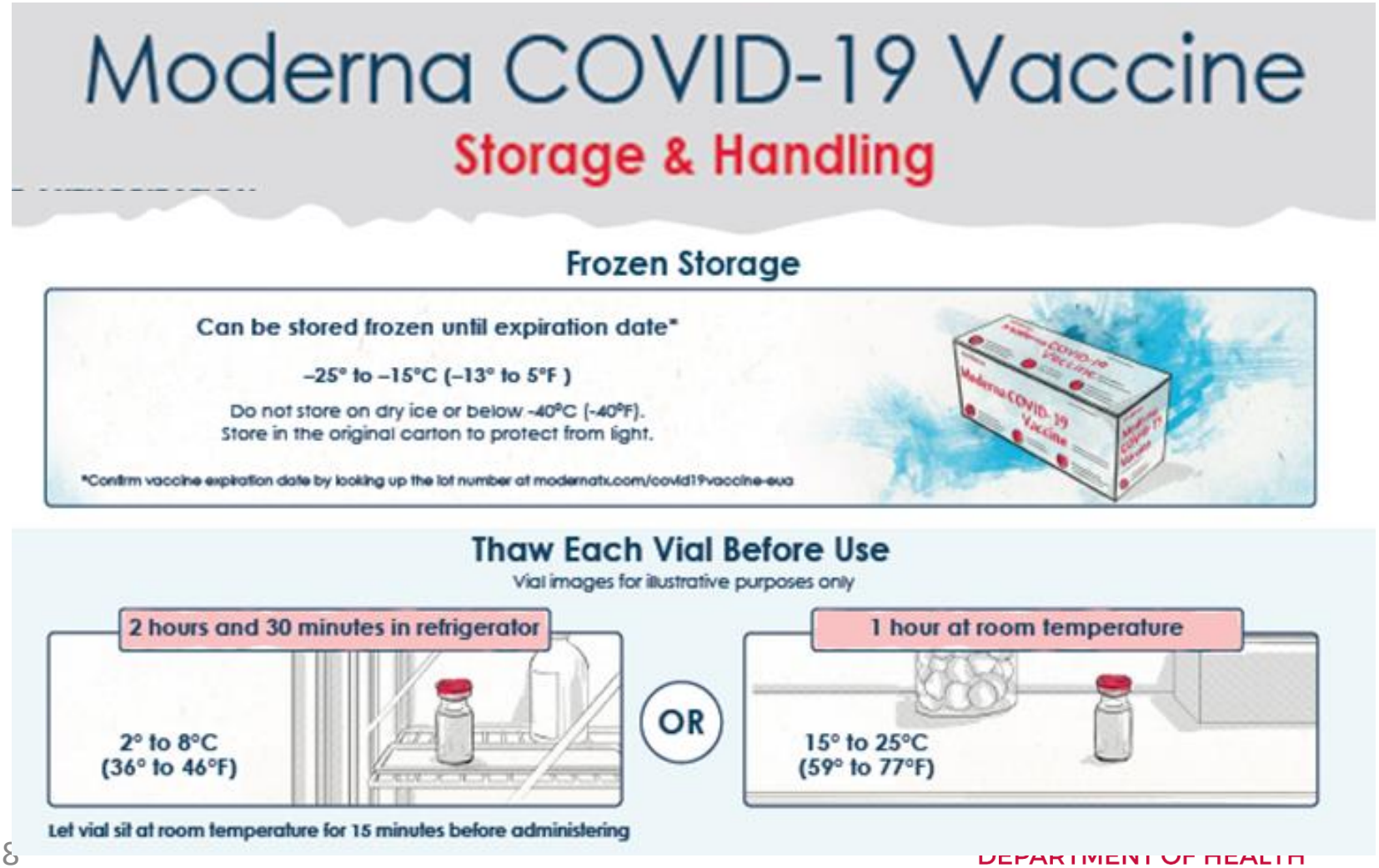
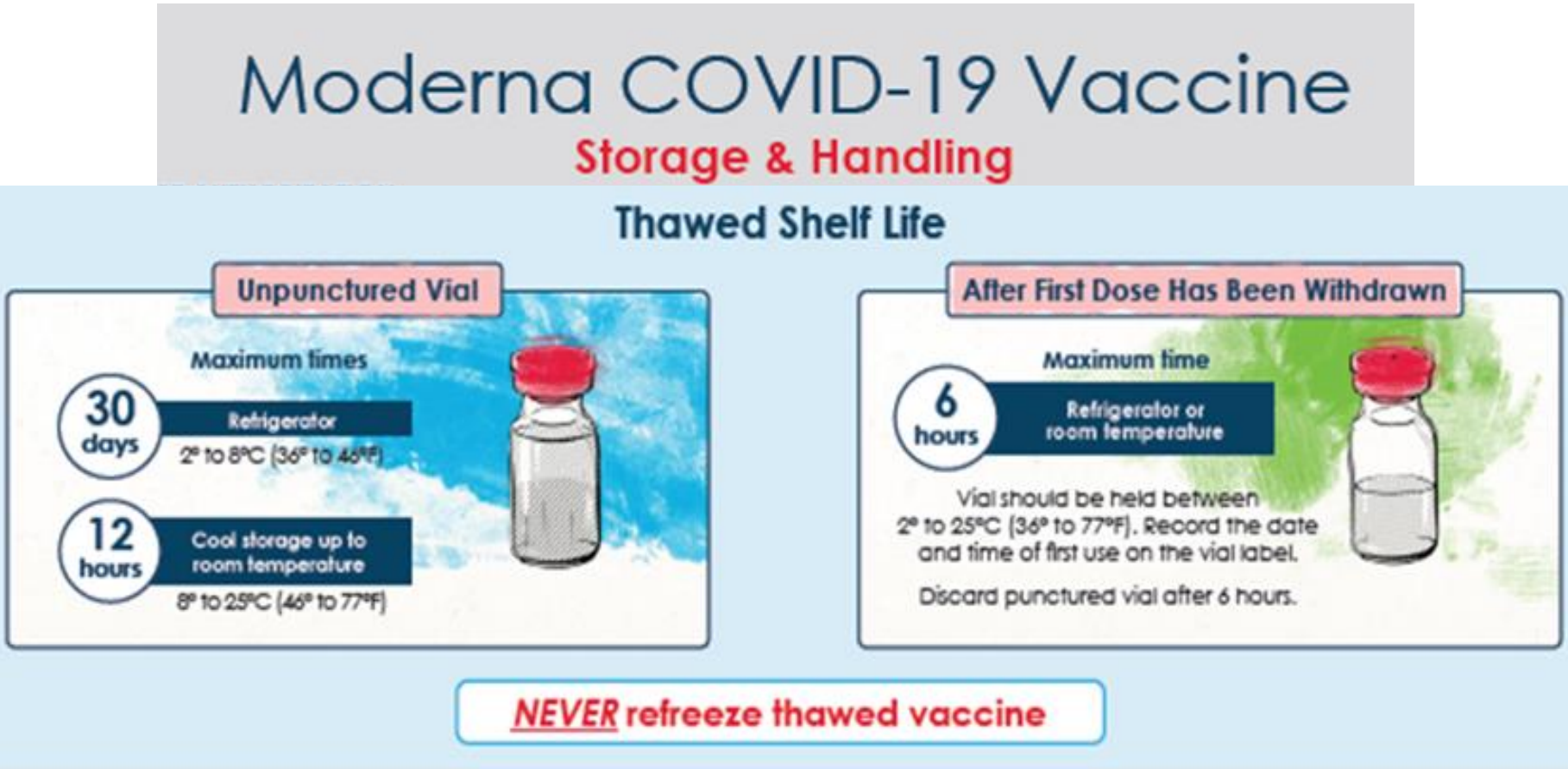
Vaccine Storage and Handling



Vaccine Storage and Handling



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Vaccine Storage Options

Freezer

- Unpunctured vials may be stored in the freezer between -50°C and -15°C (-58°F and 5°F) until the expiration date.
- Store in the original carton.
- Protect from light.
- Do not store with dry ice or below -50°C (-58°F).

Refrigerator

- Unpunctured vials may be stored in the refrigerator between 2° to 8°C (36° to 46°F) for up to 30 days.
- *Do **NOT** refreeze thawed vaccine.
- Punctured vials may be stored between 2°C and 25°C (36°F and 77°F) for up to 12 hours.

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Vaccine Transfers

For Official Use Only

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Vaccine transfer overview

- A provider who has been allocated doses may transfer doses to another vaccine provider.
  - The receiving provider **must** have completed the CDC provider agreement and the CDC redistribution agreement.
- Providers **must** keep records of what doses have been transferred and **must** complete a transfer request form found, here.
  - This form will ask to/from, date, type (1st or 2nd doses) and amount

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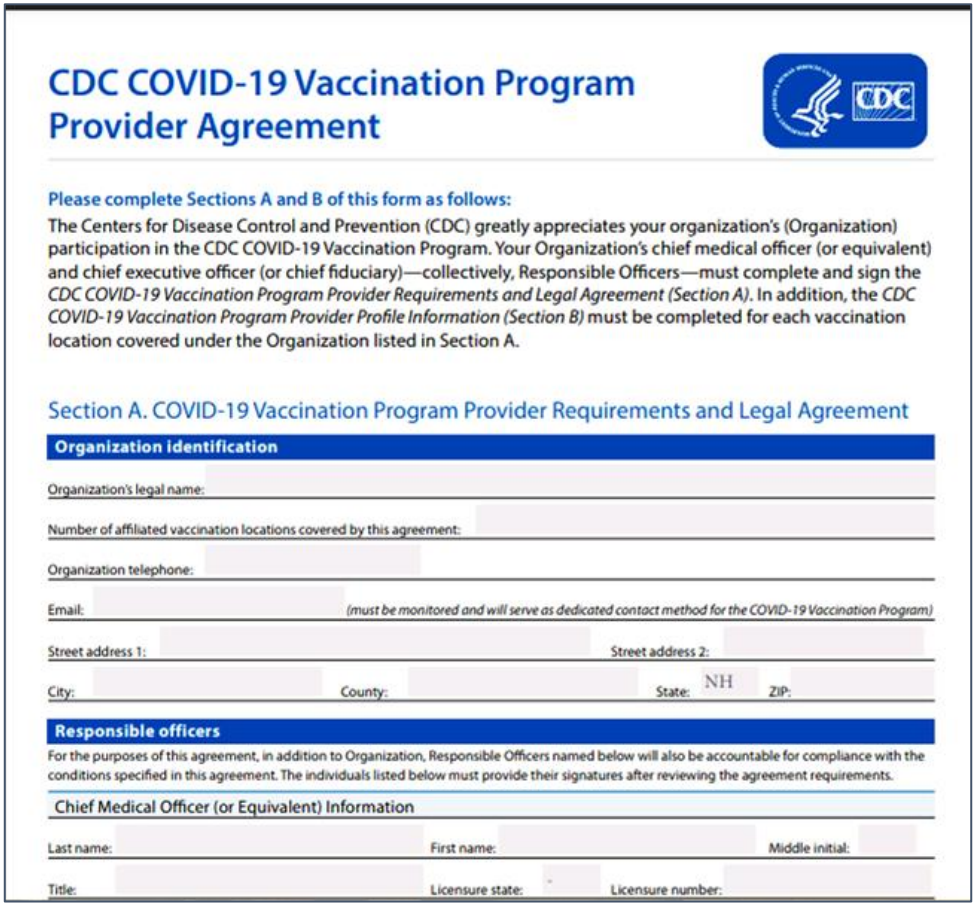
CDC Vaccination Provider Agreement



CDC COVID-19 Vaccination Program Provider Agreement

Please complete Sections A and B of this form as follows:

The Centers for Disease Control and Prevention (CDC) greatly appreciates your organization's (Organization) participation in the CDC COVID-19 Vaccination Program. Your Organization's chief medical officer (or equivalent) and chief executive officer (or chief fiduciary)—collectively, Responsible Officers—must complete and sign the *CDC COVID-19 Vaccination Program Provider Requirements and Legal Agreement (Section A)*. In addition, the *CDC COVID-19 Vaccination Program Provider Profile Information (Section B)* must be completed for each vaccination location covered under the Organization listed in Section A.

Section A. COVID-19 Vaccination Program Provider Requirements and Legal Agreement

Organization identification

Organization's legal name:

Number of affiliated vaccination locations covered by this agreement:

Organization telephone:

Email: *(must be monitored and will serve as dedicated contact method for the COVID-19 Vaccination Program)*

Street address 1: Street address 2:

City: County: State: NH ZIP:

Responsible officers

For the purposes of this agreement, in addition to Organization, Responsible Officers named below will also be accountable for compliance with the conditions specified in this agreement. The individuals listed below must provide their signatures after reviewing the agreement requirements.

Chief Medical Officer (or Equivalent) Information

Last name: First name: Middle initial:

Title: Licensure state: Licensure number:

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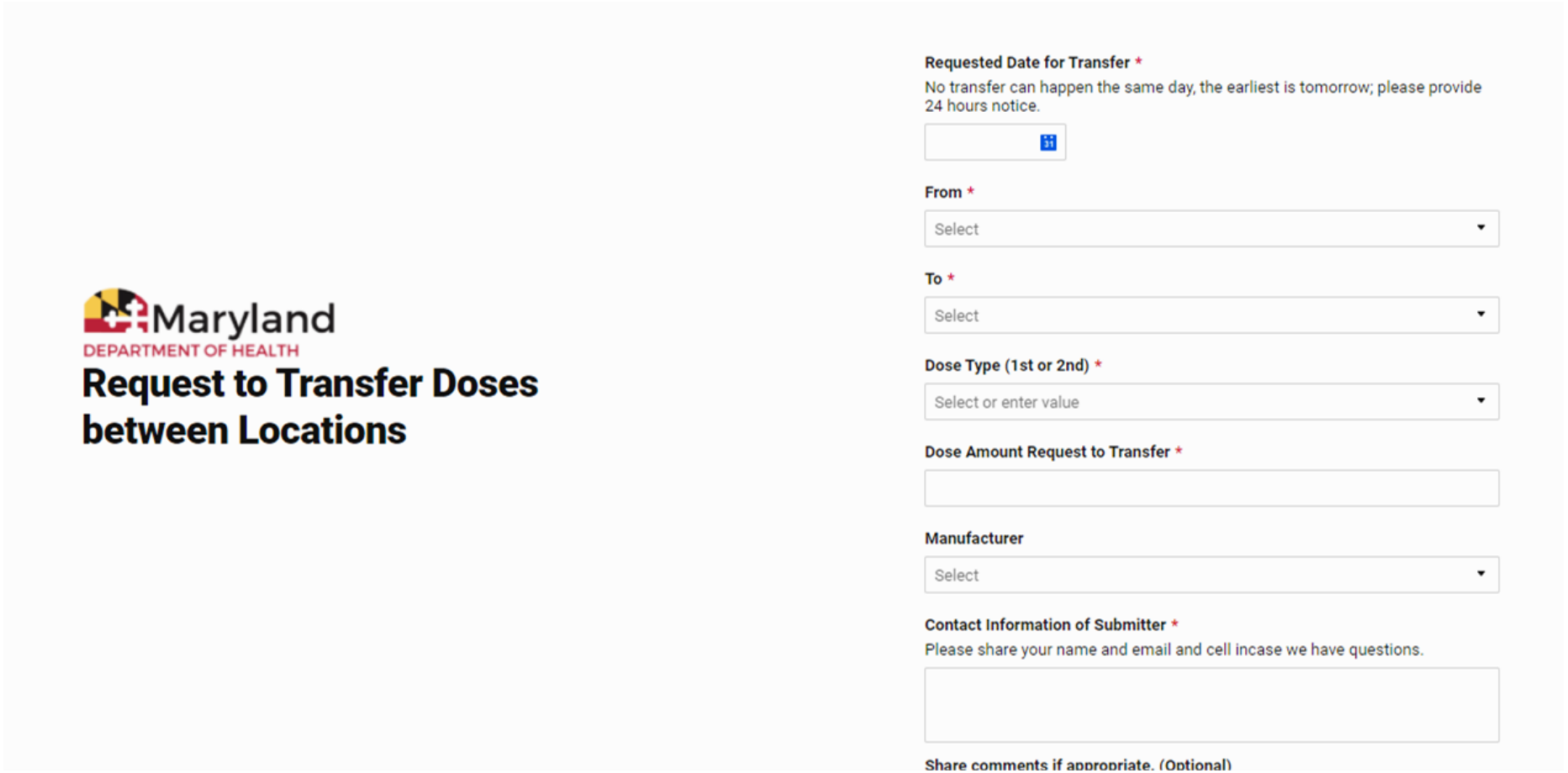
https://www.cdc.gov/vaccines/covid-19/provider-enrollment.html

Request to Transfer Doses



[Click here to access form]

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Vaccine transfer overview

- Both transferring provider and receiving provider are responsible for ensuring that their part of the transfer is executed correctly, i.e., transfer paperwork, chain of custody, storage and handling.
- Receiving providers must have the proper reporting mechanism in place and are responsible for reporting doses administered to ImmuNet.

Ancillary supplies

- Transferring provider must transfer ancillary supplies.
  - Make sure there are enough supplies for the doses you are transferring.
- Ancillary supply kits are created to support the dose minimum
- Supply kits contain,
  - adult kits, 1”- 1.5” needles, 23 and 25 gauge
  - pediatric kits, 1” needles, 23 and 25 gauge
  - 1ml and 3ml syringes
  - Alcohol prep pads
  - Vaccine needle guide
  - COVID vaccination record cards for patients

Direct Ordering Through ImmuNet

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Timeline

- Week of June 7th - email/guidance to be sent to all registered COVID vaccine providers
- June 11th - ordering window opens
  - Window will be open every Friday, 8 AM - 4 PM
  - CFI staff available to answer questions / provide technical assistance
  - Vaccine to arrive the following Monday/Tuesday

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Ordering Cap

- MDH will implement an ordering cap to ensure providers don't over-order
- Providers can order up to this cap each week
- Providers needing more doses than the ordering cap should email the mdh.covidvax@maryland.gov mailbox

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Inventory and Second doses

- Providers will be responsible for internally monitoring inventory levels. MDH advises providers to ensure that they have enough vaccine to vaccinate all interested patients but consider the risk of expiring doses and vaccine wastage.
- Providers will be responsible for ordering both first and second doses
  - Second doses are no longer automatically ordered on the provider's behalf).
- A provider's initial order can be used to cover first and second doses (i.e. 140 doses of Moderna can be split into 70 first and 70 second doses).

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Reporting Doses Administered

- As a reminder, per Governor Hogan's Executive Order, all COVID-19 vaccine doses administered in Maryland must be reported to ImmuNet within 24 hours of administration.
- Providers are responsible for making sure doses administered are reported.
- If a provider is unable to meet this requirement, they will not be allowed to order future doses of COVID-19 vaccine.

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CRISP: Uploading Patient Panels for Vax Reporting

Craig Behm

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Frequently Asked Questions

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Frequently Asked Questions

- **We are interested in vaccinating our patients, but 450 doses are too much for our smaller practice.**
  - The MDH Pediatric Immunization Team can connect you with immunization coordinators at your Local Health Department (LHD).
  - LHDs, hospital systems, or another provider may be able to transfer a smaller amount of vaccine doses, using a "Hub & Spoke" distribution model.

    **It is important to follow the required transfer and transport protocols!*
  - Alternatively, consider using one vaccine shipment (450 doses) for both first and second shots.

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Frequently Asked Questions

- **Do I need to get a signed consent form from my patients prior to vaccinating?**
  - Informed consent must be provided; however, there is no standard consent language for the COVID vaccine. You should use your usual language for informed consent for COVID vaccine administration. You should also distribute the FDA EUA Fact Sheet for Pfizer to your patients that answers common questions and help patients make an informed decision about receiving the vaccine.

  - Providers should follow their current policies regarding if an authorized adult must be present. An authorized adult must be present at State Mass Vaccination sites.

Frequently Asked Questions

- **Should we keep the pre-vaccination checklists for COVID vaccine on file?**
  - Yes, providers should retain the electronic or written pre-vaccination checklist as a part of the patient's permanent medical record. Providers should also continue to use their usual language/practice [used for routine vaccinations] for consent for COVID-19 vaccine administration.

  - The pre-vaccination checklist is found here: https://www.cdc.gov/vaccines/covid-19/downloads/pre-vaccination-screening-form.pdf

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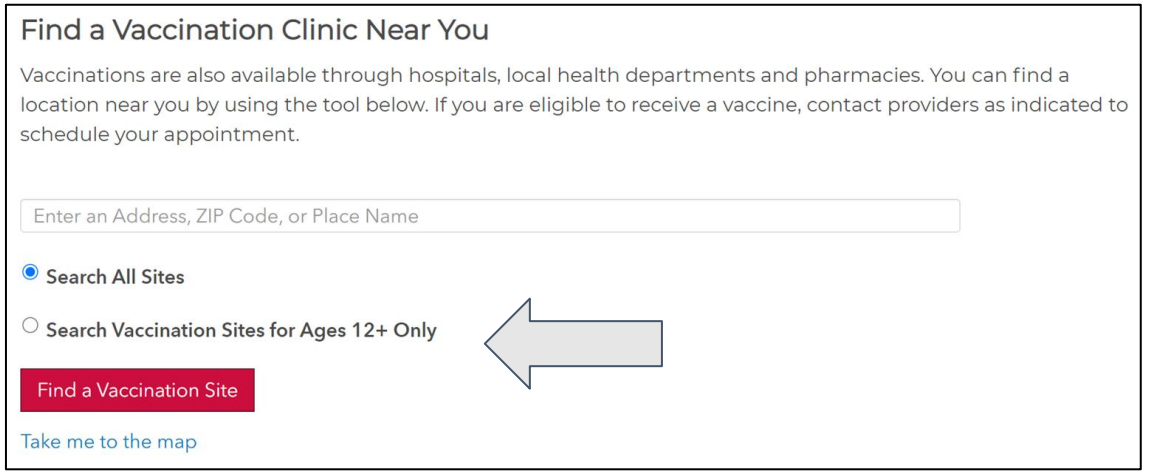
Frequently Asked Questions

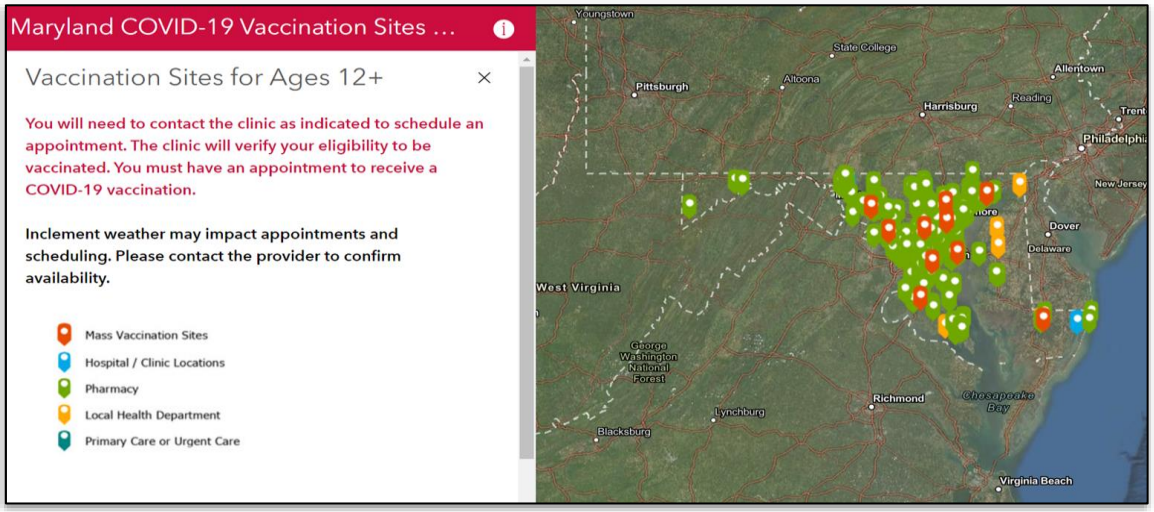
How can I promote my practice?

Email:
mdh.covidvax@maryland.gov

Website:

https://coronavirus.maryland.gov/pages/vaccine





Provider Resources

- Coronavirus and MDPCP Practices - https://health.maryland.gov/mdpcp/Pages/Coronavirus.aspx
- Frequently Asked Questions
- CDC COVID-19 Vaccine Storage and Handling Resources
- ImmuNet
- Reporting COVID-19 Vaccine Temperature Excursions & Vaccine Wastage

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Provider Resources (cont.)

- MDH Quick Reference Guide COVID-19 Vaccine Registration, https://phpa.health.maryland.gov/OIDEOR/IMMUN/Shared%20Documents/ImmuNet_COVID19-Vaccine-Registration-Guide.pdf
- MDH Resources for Health Care Professionals, https://coronavirus.maryland.gov/pages/provider-resources
- Maryland's COVID-19 Vaccine Plan, https://phpa.health.maryland.gov/Documents/2021.06.04%20-%20MDH%20Notice%20-%20Bulletin%20COVID%2019%20Vaccine%20Distribution%20Updates%20(Week%2026).pdf
- Vaccination Matters Order (03/22/2021), https://phpa.health.maryland.gov/Documents/2021.03.22.01%20-%20MDH%20Order%20-%20Amended%20Vaccination%20Matters%20Order%20(Vaccine%20Priority).pdf

Provider Resources (cont.)

- CDC Interim Clinical Considerations, https://www.cdc.gov/vaccines/covid-19/clinical-considerations/covid-19-vaccines-us.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fvaccines%2Fcovid-19%2Finfo-by-product%2Fclinical-considerations.html
- Pfizer COVID-19 Vaccine Storage and Handling Summary, https://www.cdc.gov/vaccines/covid-19/info-by-product/pfizer/downloads/storage-summary.pdf
- Moderna COVID-19 Vaccine Storage and Handling Summary, https://www.cdc.gov/vaccines/covid-19/info-by-product/moderna/downloads/storage-summary.pdf

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Provider Resources (cont.)

- Pfizer COVID-19 Vaccine EUA Fact Sheet for Healthcare Providers Administering the Vaccine, https://www.fda.gov/media/144413/download
- Moderna vial look-up, https://www.modernatx.com/covid19vaccine-eua/providers/vial-lookup#vialLookUpTool
- CDC Vaccine Code Set, https://vaccinecodeset.cdc.gov/LotNumber
- CDC COVID-19 Vaccine Expiration Data Tracking Tool, https://www.cdc.gov/vaccines/covid-19/downloads/expiration-tracker.pdf

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Contact Information

MD Center for Immunization
201 W. Preston Street, 3rd FL
Baltimore, MD 21201
(PH) 410-767-6679
(FAX) 410-333-5893
mdh.izinfo@maryland.gov
michal.thornton@maryland.gov
elease.booker@maryland.gov

ImmuNet Help Desk
201 W. Preston Street
Suite 318
Baltimore, MD 21201
Fax: 410-333-5893
mdh.mdimmunet@maryland.gov

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CME Accreditation and Designation

- This activity has been planned and implemented in accordance with the Essential Areas and policies of the Accreditation Council for Continuing Medical Education (ACCME) through the joint providership of MedChi, The Maryland State Medical Society, and The Maryland Department of Health. MedChi is accredited by the ACCME to provide continuing medical education for physicians.
- MedChi designates this live webinar educational activity for a maximum of 1 AMA PRA Category 1 Credits™. Physicians should claim only the credit commensurate with the extent of their participation in the activity. Contact Frank Berry at **fberry@medchi.org**

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CME Disclosures and Evaluation

- Presenters and Planners: Howard Haft, MD, has reported no relevant financial relationships to disclose.
- MedChi CME Reviewers: The reviewers from the MedChi Committee On Scientific Activities (COSA) for this activity have reported no relevant financial relationships to disclose.
- *Attendees can receive CME credit by completing this evaluation after each webinar. MedChi will then be in contact with the certificate*

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Thank you for protecting Maryland's youth and young adults

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